CLASS SPECIFICATION
County of Fairfax, Virginia

CLASS CODE: 4124   **TITLE**: FINGERPRINT SPECIALIST II   **GRADE:** S-17

DEFINITION:
Under supervision, using an automated fingerprint identification system that stores, retrieves, and compares fingerprints, identifies persons related to crimes through examination and identification of latent fingerprints, palm prints, and related evidence pertaining to various types of criminal cases; and performs related work as required.

DISTINGUISHING CHARACTERISTICS OF THE CLASS:
Fingerprint Specialist II positions are responsible for classifying fingerprint cards, evaluating fingerprint evidence, comparing latent fingerprints to computer files and preparing fingerprint evidence for trial.   In contrast, Fingerprint Specialist I positions are primarily responsible for receiving and processing criminal and civil ten-print fingerprint and palm prints cards and classifying ten-point fingerprint and palm print cards using an automated method, and the Henry and National Crime Information Center (NCIC) methods. Positions classified as Fingerprint Specialist III are assigned high-profile investigations in which speed, accuracy and experience are essential to handling quantities of critical latent print evidence for comparison and identification to known victims, witnesses and suspects, or for AFIS computer entry and search. Fingerprint Specialist III are also required to have advanced courtroom testimony skills and experience to effectively articulate examinations results and to contend with the questions and tactics of defense attorneys, their specialists, and witnesses.

ILLUSTRATIVE DUTIES:
Classifies ten-print fingerprint cards, utilizing the Henry and National Crime Information Center (NCIC) classification methods;
Enters prints from ten-print cards into the automated files;
Examines and evaluates latent fingerprint evidence, entering it into the manual file or rejecting it due to poor quality;
Compares latent fingerprints to a computer-generated list of known persons with previous criminal history, using a computer terminal linked to the Virginia State Police Department⊆s Automated Fingerprint Identification System (VAFIS), the District of Columbia Automated Fingerprint Identification System (DCAFIS), and the Regional Automated Fingerprint Identification System (RAFIS);
Searches and compares latent prints with fingerprints of suspects using both computer and manual methods;
Notifies the appropriate authorities and writes a supplemental investigation report when identification of a suspect is achieved;
Receives, evaluates, and corrects errors in the processing of Central Criminal Record Exchange (CCRE) arrest documents;

Photographs, develops, and prints black-and-white enlargements of identified latent prints and comparative ten-prints;

Prepares detailed charts, exhibits, and documents of fingerprint evidence for trial, and testifies in court as an expert in the field of fingerprint and palm print identification;

Backs up the database, performs routine computer maintenance, and resolves minor malfunctions.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:

Thorough knowledge of the Henry and National Crime Information Center (NCIC) methods of fingerprint classification;

Thorough knowledge of the rules of evidence involving fingerprint identification and legal procedures common to court cases;

Knowledge of the methods, techniques and equipment used to take, develop and enlarge photographs;

Ability to accurately classify, search and identify fingerprints;

Ability to operate, analyze data from, and troubleshoot an automated fingerprint identification system;

Ability to summarize facts and results of examination clearly, concisely, and objectively, both orally and in writing.

EMPLOYMENT STANDARDS:

Any combination of education, experience, and training equivalent to the following;

High school graduation or possession of a G.E.D. issued by a state department of education, supplemented by formal training or courses in fingerprint classification and identification through completion of the FBI Basic Fingerprint School and FBI Advanced Latent Fingerprint School (or equivalent recognized training); PLUS

Three years of experience in fingerprint identification, two of which involved identification of latent prints.

CERTIFICATES AND LICENSES REQUIRED:

None.

REVISED:	June 5, 2000
ESTABLISHED:	October 5, 1987